

Expense	Date Incurred	Date Paid	Entity Paid	Amount of Expense	Affiliation Allin Co/SMG	COMMENTS
<b>Duane Haataja Travel</b>			ATA			
Ground Transportation	11/1/2004		(picked up from Platts. Airport	\$181.70	new hire	PJ Short picked up
Hotel	11/1/2004		El Palo Motel	\$ 44.00 x 5 nights	new hire	training @SMG
training	11/2 - 11/4/04				new hire	
<b>Bryan Rohe Travel</b>			ATA/Southwest	\$221.70	new hire	
Transportation from Cleve - Erie	10/31/2004		Anderson Airlink	\$25.00	new hire	trans fr hotel to SMG
Hotel	10/31/04 - 11/4/04			0	new hire	roomed w/ D Dziuban
training	11/2/04 - 11/4/04				new hire	training @ SMG
<b>David Dziuban Travel</b>			Southwest	\$102.60	new hire	
Transportation from Cleve - Erie	10/31/2004		Anderson Airlink	\$20.00	new hire	trans fr hotel to SMG
Hotel	10/31/04 - 11/4/04			\$ 44.00 x 5 nights	new hire	training @SMG
training	11/2/04 - 11/4/04				new hire	
Regional Manager-SPs, Site Reviews, Budgeting				\$ 3,800.00	rm - Smallwood	40 hours @ \$95 per
Field manager-SPs, Site Reviews				\$ 760.00	fm - J Casey	8 hours at \$95 per
Field manager-SPs, Site Reviews				\$ 950.00	fm - J. terrance	10 hours at \$95 per
Regional Manager-SPs, Site Reviews, Budgeting				\$ 9,500.00	rm - R Hrovat	100 hours at \$95 per
Regional Manager-SPs, Site Reviews, Budgeting				\$ 9,500.00	fm - R Santoro	100 hours at \$95 per
Production-Site Visits, Production Maps				\$ 2,375.00	prod coord- D. Gallagher	25 hours at \$95 per
Production-Production Maps & Binders				\$ 9,000.00	prod - T. Pancura	200 hours at \$45 per
Production-Number Calculations				\$ 5,200.00	prod - C. Zelgowski	80 hours at \$65 per
Production-SPs, Field Managers, Training, Budgeting				\$ 3,800.00	prod - R. Rieder	40 hours at \$95 per
Special Accounts Manager-Estimating, Point of Contact Info., Training				\$ 9,500.00	sac - B. Marshall	100 hours at \$95 per
new hire -field manager				\$ 9,500.00	Dave Dziuban - Chicago	100 hours at \$95 per
new hire -field manager				\$ 9,500.00	Bryan Rohe -DesMoines	100 hours at \$95 per
new hire -field manager				\$ 9,500.00	Duane Haataja-Minneapolis	100 hours at \$95 per

Expense	Date Incurred	Date Paid	Entity Paid	Amount of Expense	Affiliation Allin Co/SMG	COMMENTS
JV Travel expenses						
Brian Marshall Travel expenses						
Peggy Allin - Interviews						
Airfare	8/23/2004		Sun Country Airlines	\$129.10	same	
Hotel	8/23/2004	8/25/2004	Courtyard Minneapolis-St. Paul Airp	\$149.00+Tax	same	
Airfare	8/25/2004		Northwest Airlines	\$364.69	same	
Meals	08/23/04-0825/04	10/18-10/23	various	\$ 25.00 perdiem x 3	same	
Airfare	10/18/2004		United Airlines	\$1,037.60	same	
Hotel	10/20/2004	10/20/2004	Comfort Inn - Denver	\$ 64.99 + tax	same	
Hotel	10/21/2004	10/21/2004	Fairfield Inn & Suites - Minn/St. Paul	\$ 82.01 + tax	same	
Taxi	10/22/2004			\$15.00	same	
Hotel	10/22/2004		Radisson Hotel - Des Moines IA	\$ 99.00 + tax	same	
Meals	10/18-10/23	10/18-10/23	various	\$ 25.00 perdiem x 6	same	
Erie to Cleveland	10/25/2004	10/25/2004	Anderson Airlin	\$25.00	same	
Cleveland to Chicago	10/25/2004		Continental	\$64.90	same	
Hotel	10/25/2004	10/25/2004	Fairfield Inn Chicago	119.00+tax	same	* Had a \$95.80 ecredit
Ground trans. Cleveland to Erie	10/26/2004		John Allin	unknown	same	personal or company?
Duane Haataja Travel						
Ground Transportation	11/1/2004		ATA	\$181.70	new hire	
Hotel	11/1/2004		(picked up from Pitts. Airport		new hire	PJ Short picked up
training	11/1/04 - 11/8/04		El Patio Motel	\$ 44.00 x 5 nights	new hire	training @ SMG
Bryan Rohe Travel						
Transportation from Cleve - Erie	10/31/2004		ATA/Southwest	\$221.70	new hire	trans fr hotel to SMG
Hotel	10/31/2004		Anderson Airlin	\$25.00	new hire	roomed w/ D Dziuban
training	10/31/04 - 11/4/04			0	new hire	training @ SMG
David Dziuban Travel						
Transportation from Cleve - Erie	10/31/2004		Southwest	\$102.60	new hire	
Hotel	10/31/2004		Anderson Airlin	\$20.00	new hire	trans fr hotel to SMG
training	10/31/04 - 11/4/04			\$ 44.00 x 5 nights	new hire	training @ SMG
Legal Council						
Supplies						
Labels				\$	135.00	SMG
Business Envelopes				\$	110.00	SMG
Manilla Envelopes				\$	65.00	SMG
Paper				\$	78.00	SMG
Postage				\$	1,386.75	SMG
Copy Count				\$	537.50	SMG
Faxing				\$	125.00	SMG
Personnel						
sites entered in system				\$	180.00	ops-audit - Beth
sites entered in system				\$	180.00	ops-admin - Tina
phone calls				\$	1,080.00	ops-audit - Beth

phone calls	\$	1,080.00	ops-admin - Linda	24 hours at \$45 per
phone calls	\$	1,080.00	ops-admin - Stacey	24 hours at \$45 per
phone calls	\$	1,080.00	ops-admin - Tina	24 hours at \$45 per
rfp data entry	\$	360.00	ops-admin - Linda	8 hours at \$ 45 per
rfp data entry	\$	6,175.00	ops mgr - L. Edwards	65 hours @ \$ 95 per
Regional Manager-SPs, Site Reviews, Budgeting	\$	3,800.00	rm - Smallwood	40 hours @ \$95 per
Field manager-SPs, Site Reivews	\$	760.00	fm - J Casey	8 hours at \$95 per
Field manager-SPs, Site Reivews	\$	950.00	fm - J. terrance	10 hours at \$95 per
Regional Manager-SPs, Site Reviews, Budgeting	\$	9,500.00	rm - R Hrovat	100 hours at \$95 per
Regional Manager-SPs, Site Reviews, Budgeting	\$	9,500.00	fm - R Santoro	100 hours at \$95 per
Production-Site Visits, Production Maps	\$	2,375.00	prod coord- D. Gallagher	25 hours at \$95 per
Production-Production Maps & Binders	\$	9,000.00	prod - T. Pancura	200 hours at \$45 per
Production-Number Calculations	\$	5,200.00	prod - C. Zelgowski	80 hours at \$65 per
Production-SPs, Field Mangers, Training, Budgeting	\$	3,800.00	prod - R. Rieder	40 hours at \$95 per
Special Accounts Manager-Estimating, Point of Contact Info., Training	\$	9,500.00	sac - B. Marshall	100 hours at \$95 per
Bus. Development	\$	33,000.00	bus devel - J Vernon	200 hours at \$165 per
Bus. Development	\$	22,500.00	bus devel - J Allin	100 hours at \$225 per
Human Resources	\$	45,000.00	h.r. - P Allin	200 hours at \$225 per
Accounting	\$	1,140.00	accounting - M Suleski	12 hours at \$95 per
new hire -field manager	\$	9,500.00	Dave Dziuban - Chicago	100 hours at \$95 per
new hire -field manager	\$	9,500.00	Bryan Rohe -DesMoines	100 hours at \$95 per
new hire -field manager	\$	9,500.00	Duane Haataja-Minneapolis	100 hours at \$95 per

Expense	Date Incurred	Date Paid	Entity Paid	Amount of Expense	Affiliation to Allin Co/SMG	COMMENTS
Flight to Ft. Lauderdale-John Allin	1/21/2004	1/21/2004	Northwest Airlines	233.9	same	
Flight to Ft. Lauderdale-Jeff Vernon	1/21/2004	1/21/2004	Northwest Airlines	207.9	same	
Ground Transportation	2/22/2004	2/22/2004			same	
Hotel -JA & JV	2/22/2004	2/22/2004	Harbor Beach Resort & Spa Mariott	\$0	same	\$319.00 paid by Heritage

Expense	AMOUNT	TOTAL
AIRFARE	\$ 129.10	
	\$ 364.69	
	\$ 1,037.60	
	\$ 64.90	
	\$ 181.70	
	\$ 221.70	
	\$ 102.60	\$ 2,102.29
HOTEL	\$ 149.00	
	\$ 64.99	
	\$ 82.01	
	\$ 99.00	
	\$ 220.00	
	\$ 220.00	\$ 835.00
FOOD	\$ 75.00	
	\$ 150.00	
	\$ 125.00	
	\$ 125.00	
	\$ 125.00	\$ 600.00
GROUND	\$ 25.00	
	\$ 20.00	
	\$ 25.00	\$ 70.00
TRANSP. TOTAL	\$ 2,102.29	\$ 3,478.19
LABELS	\$ 135.00	\$ 135.00
ENV	\$ 110.00	
	\$ 65.00	\$ 175.00
PAPER	\$ 78.00	\$ 78.00
POSTAGE	\$ 1,386.75	\$ 1,386.75
COPIES	\$ 537.50	\$ 537.50
FAXING	\$ 125.00	\$ 125.00
SITE DATA ENTRY	\$ 180.00	
	\$ 180.00	\$ 360.00
PHONE CALLS	\$ 1,080.00	
	\$ 1,080.00	
	\$ 1,080.00	
	\$ 1,080.00	\$ 4,320.00
RFP DATA ENTRY	\$ 360.00	
	\$ 6,175.00	\$ 6,535.00
MGMT/PRODUCTION	\$ 3,800.00	
	\$ 760.00	
	\$ 950.00	
	\$ 9,500.00	
	\$ 9,500.00	
	\$ 2,375.00	
	\$ 9,000.00	
	\$ 5,200.00	
	\$ 3,800.00	
	\$ 9,500.00	
	\$ 33,000.00	
	\$ 22,500.00	
	\$ 45,000.00	
	\$ 1,140.00	
	\$ 9,500.00	
	\$ 9,500.00	
	\$ 9,500.00	\$ 184,525.00
SUPPLIES/PERSONNEL TOTAL		\$ 198,177.25
GRAND TOTAL		\$ 201,655.44

[illegible]

John Allin		
Date	Tasks	Hours
2/18/2004	Preparation of presentation in FL	10
02/22-02/24/04	Trip to present SMG to Heritage	48
04/15-04/27/04	gather update info from Jeff, Brian, Rudy & Chet	4
06/07-06/09/04	Work with Brian & Jeff to align pricing	8
08/19-08/26/04	Correspondence with SP's in MN to do sites	2
09/30-10/04/04	Review & amend contract & SP Agreement	8
10/8-10/09/04	Review & initial revised contract	2
10/26-10/28/04	Several meetings on training of new FM's & contacting all Property Mgr's	8
10/29-11/04/04	Finalize & approve all FM's responsibilities for all sites & corresponding Property Mgr's	10
		100
Jeff Vernon		
Date	Tasks	Hours
02/16-02/19/04	Preparation of presentation in FL	20
02/22-02/24/04	Trip to present SMG to Heritage	48
5/23/2004	Meeting w/Bob P in Las Vegas - negotiations	2
06/07-06/09/04	Work with John & Brian to align pricing	10
6/16/2004	Trip to Boston w/Mike Smallwood to meet with Bob P	8
9/20/2004	Trip to Rutland, VT to measure site and get SP	16
8/2/2004	Conference Call Heritage/SMG - moving forward	2
08/03-08/05/04	Follow up work from conference call - due diligence	10
10/4-10/09/04	Travel to Erie to work with Production Crew to complete sites, equipment, SP's, maps, etc.	60
10/11-10/15/04	Working on bid sheets, sites, SP's, production, equipment	10
10/21-10/22/04	Meetings in Erie - finalize info for RFPS to go out	4
10/29-11/04/04	Finalize & approve all FM's responsibilities for all sites & corresponding Property Mgr's	10
		200

sites entered in system	\$	180.00	ops-admin - Tina	4 hours at \$ 45 per
phone calls	\$	1,080.00	ops-audit - Beth	24 hours at \$45 per
phone calls	\$	1,080.00	ops-admin - Linda	24 hours at \$45 per
phone calls	\$	1,080.00	ops-admin - Stacey	24 hours at \$45 per



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new hire -field manager	9,500.00	Duane Haataja-Minneapolis	100 hours at \$95 per

data enter some of the 110 sites into 10/20/2004 PAMS	4
Calls to prospective bidders and/or calls to confirm receipt of RFP package	24
10/19/04 - 11/11/04	
Calls to and from prospective bidders re: confirmation of SPs to receive RFP packets, calls to SP to confirm receipt of RFP package, site specific questions re: scope of work, follow up calls regarding Symbiot not responsible for contract	24
9/14/04 - 11/17/04	
Calls to and from prospective bidders re: confirmation of SPs to receive RFP packets, calls to SP to confirm receipt of RFP package, site specific questions re: scope of work, follow up calls regarding Symbiot not responsible for contract	24
9/14/04 - 11/17/04	

9/14/04 - 11/17/04	Calls to and from prospective bidders re: confirmation of SPs to receive RFP packets, calls to SP to confirm receipt of RFP package, site specific questions re: scope of work, follow up calls regarding Symbiot not responsible for contract	24
10/20/2004 PAMS	develop process re: software functionality to data enter Heritage account information and locations into PAMS	8
10/20/2004 - 11/11/04	develop process re: data entry of Heritage sites, SP proposals numbers, valid services, snowfall inches relative to scope for all Heritage account information and locations into PAMS	65

Dates	Hours	Reason
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June 17,2004	4.00	Search internet for local newspapers in various cities needed; contacting newspapers to gather info placing ads; present pricing to JA for approval to place ads
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June 17 or 18th	3.00	Fax ads to various newspapers, confirmation and requesting/receiving tear sheets
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1st of July	4.00	Separate resumes by state, put in excel documents for review, review resumes w/JA to start interview process
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July/August	4.00	Sending e-mails for initial introduction to determine if good candidate to interview
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8/23/2004 thru 08/25/04	48.00	Travel to MN for interviewing/interviewing time 8 hrs Interviews on 24th
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09/30/2004 thru 10/01/04	3.00	Fax ads to various newspapers, confirmation and requesting/receiving tear sheets
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10/07/04 thru 10/08/04	4.00	Separate resumes by state, put in excel documents for review, review resumes w/JA & JV to start interview process
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10/11/04 thru 10/15/04	25.00	Call Center personnel training
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10/21/04-10/23/04	48.00	Travel to MN to IA for interviewing (Interviews in IA were from 12 noon until 8 PM), 12 hrs on 22; 8 hr ea for 20/21 Interviews on 23rd were 7 AM until 11 AM then travel home
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10/25/04-10/26/04	27.00	Traveled to Chicago for interviews - went out of Cleveland, took Airlink at 4:30 AM (Est 15 hours on the 25th; est another 12 hours on 26th, interviews started at 7 am
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10/27/04-10/29/04	10.00	Job offers made, confirmation of travel arrangements, preparation of binders;
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10/29/2004	1.00	Order trucks for new hires and coordinate with Rudy
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10/29/2004 -10/31/04	3.00	notifying staff of agendas; first day binders, policies, insurance info
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10/31/2004	3.00	Dinner w/David Dziuban, Bryan Rohe, JA @ Colony Restaurant
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11/01/04-11/03/04	10.00	Training w/new hires
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11/8/2004	3.00	Setup employee folders
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200.00